



## AT&T Aspire and NepriS ~ FALL 2016

*Connecting Industry Professionals with JAG Students Virtually*

### Background

Aspire Mentoring evolved from the heart of Randall Stephenson, CEO of AT&T. His desire to make a difference in the esteem and success of at-risk youth, helping them to graduate high school, attend college and be more prepared for employment resulted in the Aspire Program in which AT&T employees volunteer to participate as mentors/presenters to underserved youth.

As part of the Aspire initiative, AT&T teamed up with [NepriS](#), a cloud based platform that helps find, match and connect industry professionals with classrooms, virtually.

NepriS aims to bridge the gap between JAG and the workplace by creating a virtual meeting experience where AT&T professionals can connect with students regardless of barriers of physical location. Specialists can choose a curriculum topic or a student project that would benefit from industry expertise and, through the NepriS platform, locate an AT&T employee who can show how the topic is applied to their work or assist in evaluating projects. If an AT&T employee is not available, another industry expert will be matched.

### Curriculum Topics

- **NepriS AT&T session topics from participating JAG programs in 2015-2016 were:** Resumes, Interviewing, Business Etiquette, Careers without College, Budgeting, Communication, AT&T, Choosing the Right Career, Identifying Strengths and Weaknesses, Enthusiasm and Attitude in the Workplace, Developing Business Skills, Leadership, Social Media, and Reality Check.
- The students may also request **specific career areas** (technician, engineer, customer relations, etc.) that AT&T may offer.

### National JAG's Expectations

*By participating in the AT&T Aspire through NepriS, the Specialist is committing to:*

- Having a **classroom that has a computer with Internet access, a microphone, speakers, large display (projector screen), and a web cam.** If the Specialist does not have access to this, then they are unable to participate. (Diagram on page 3)
- **Attending one of the required trainings** offered (September 28<sup>th</sup> 10:00-11:00 CST or September 29<sup>th</sup> 2:00-3:00 CST – JAG CSA registers Specialists by September 23<sup>rd</sup>).
- After receiving an email from NepriS, **logging into the NepriS platform within a week to set up account.**
- **Requesting two (2) AT&T virtual presenters** per semester from the Curriculum Topics listed and completing **NepriS' short survey.**
- Within a week of the AT&T virtual session, **completing JAG AT&T Aspire Event Report ~** [www.bit.ly/ATTReport](http://www.bit.ly/ATTReport) (see page 7).

- Utilizing JAG's **Pre-Event and Post Event Learning Activities** to support the students in preparing and building confidence for a successful virtual event, plus show appreciation to the presenter (see pages 5-6).

### How it Works

- After the Specialist attends the required one-hour webinar training, they will receive an email from Nepris with username, password and instructions. The Specialist will log on within a week of the training and set up their account.
- After logging onto the Nepris platform, the Specialist can create a request for a virtual classroom meeting based on a curriculum topic or activity that can benefit from an AT&T industry connection. They add details such as objective, desired outcome, questions they would like addressed, possible dates and times, etc. The request should be made 3-4 weeks before the desired date. Nepris assigns a case manager that communicates with the Specialist along the way.
- Nepris matches the skills of the AT&T industry professional(s) with the Specialist's request and manages the process of connecting them to the right classroom. If an AT&T employee is unavailable for the requested date/time, Nepris identifies another industry professional that is a match for the topic, date and time for the virtual visit.
- **Reminder...** In order to setup a Nepris session, classrooms will need a computer with Internet access, a microphone, speakers, large display (projector screen), and a web cam (see page 4).
- 2-3 days before the virtual visit, Nepris and the Specialist test pilot the equipment between both sites to make sure everything works.
- The AT&T professional then virtually connects with the classroom on the agreed upon date, using a web cam, and participates in an interactive discussion with students or helps evaluate their projects.
- The Specialist uses the JAG provided Pre-Event and Post-Event Learning Activities to prepare the students and show gratitude for the presenter (pages 5-6).
- Within a week of the virtual connection, the Specialist will complete the short survey for Nepris and JAG's AT&T Aspire Event Report [www.bit.ly/ATTReport](http://www.bit.ly/ATTReport) (page 7).

### JAG AT&T Aspire Padfolio

AT&T is providing a professional business padfolio for each JAG student participating in Aspire through Nepris. Kathleen McDonnell will be in touch about shipment details and number of students.

### JAG Career Association Grant Funds

AT&T employees desire to enhance their impact and engagement with the JAG students, so participating JAG programs can apply for a \$200 grant per semester to support their local JAG Career Association. Possible ideas or ways the Career Association may choose to use their funds are:

- Plan a fundraising event or community service project
- Pay for transportation for a field trip to another local business

- Sponsor a student to attend JAG's National Student Leadership Academy in Washington, D.C.
- Purchase supplies or equipment for JAG class
- Purchase JAG attire

To learn more and qualify for the monies, the Specialist fills out the JAG Career Association AT&T Aspire Grant Proposal [www.bit.ly/GrantProposal](http://www.bit.ly/GrantProposal).

### Snacks and Refreshment for Virtual Event

The Specialist can provide snacks and refreshments for the virtual event. JAG National will reimburse with proper support documentation. Use the *Reimbursement Request for JAG Affiliate Expenses form* provided with this Guide.

### National JAG Contact

**Julie Ray, JAG/AMA Director and Kathleen McDonnell, JAG Program Associate** oversee the JAG/Aspire/Nepriis program and want this experience to be smooth for the Specialists and a valuable learning experience for the students. You will receive communication from them and they are here to support and answer questions.

Julie Ray, [DrJulieBRay@gmail.com](mailto:DrJulieBRay@gmail.com), 850.687.7737

Kathleen McDonnell, [Kathleen.mcdonnell@jag.org](mailto:Kathleen.mcdonnell@jag.org), 703.706.9649

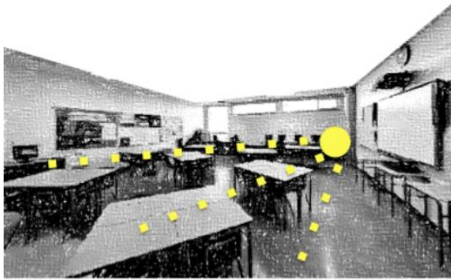
## Nepris Classroom Setup



This document is to point out some best practices for a successful Nepris Session.

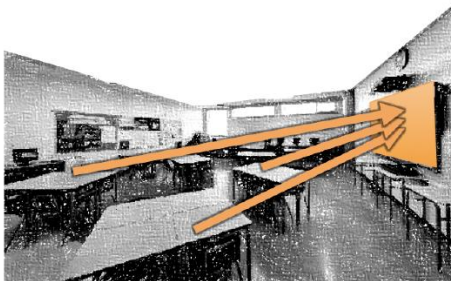
### Microphone:

Most computer microphones are not made to pick up sounds across the classroom. Be prepared to tell your students to come up to the microphone (computer) to ask verbal questions if necessary. Another options is to gather your students near the microphone area.



### Speakers:

Make sure that students can hear the presenter. If your computer sound cannot be heard to all students, work with your IT department to obtain some external speakers.

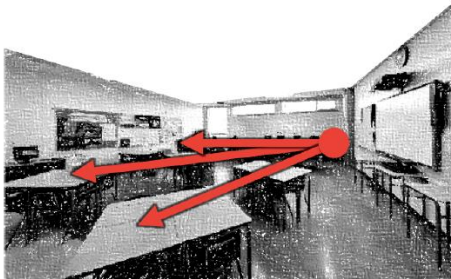


### Display

You want to display the computer screen to the class so that everyone can easily see it. If there is not a convenient location, you may want to move tables and chairs temporarily for the session

### Web Cam

You will want to make sure the web cam is facing the students. The presenter will want to see your students and get verbal and visual feedback as they are presenting.



If your computer is fixed to the back of the classroom (and therefore, the webcam is fixed to the back of the classroom), feel free to use a student computer or even personal computer so that it can be positioned in front of the class. If the camera is external but the computer is fixed, consider getting an extension for the cable.

This may seem minor (front of class vs. back of class) but the location changes the dynamics greatly.

## Pre and Post AT&T *Nepris* Event Learning Activities ~ Fall 2016

<b>Recommended Use</b>	Prior to and after an <b>AT&amp;T Nepris event</b> .
<b>Time</b>	Varies on each activity.
<b>Materials</b>	<ul style="list-style-type: none"> <li>• Computer with Word</li> <li>• Internet access</li> <li>• Thank you cards or email address of industry expert</li> </ul>
<b>Directions</b>	<p><b>The learning activities build on one another and help the students prepare and build confidence for a successful virtual interaction.</b></p> <p><b><i>Pre-Event Learning Activities</i></b></p> <ul style="list-style-type: none"> <li>• Purpose of the Virtual Event / Presentation</li> <li>• Develop Questions</li> <li>• GNAP and Professional Greetings</li> </ul> <p><b>Post-Event Learning Activity</b> Thank you Notes / Email</p>
<b>Purpose and Topic of the Nepris Virtual Event</b>	Specialists should share with the students the <b>purpose of the AT&amp;T Virtual Presenter and what to expect</b> . The flow and focus may vary based on the presenter and the topic requested.
<b>Develop Questions</b>	Students <b>develop questions</b> prior to the presentation to possibly ask the AT&T employee (or other industry expert). Share the topic and outcomes for the AT&T virtual event to help guide the students in creating applicable questions.
<b>GNAP and Professional Greetings</b>	<p>Since the mentoring event is virtual, the full GNAP will not be used when interacting with the AT&amp;T employee. However, it is recommended that the students practice stating their name clearly and projecting their voice with enough volume for the microphone to pick them up.</p> <p><b>Greeting, Name, Affiliation, Purpose (GNAP)</b>  G: Hello  N: My name is...  A: I'm a Senior at...  P: I'm excited about this opportunity to speak with you.</p> <p>It is important for students to feel prepared and confident in introducing themselves and interacting in a professional setting.</p>

	<p>Although this interaction will be virtual, the students will be seen on camera and hopefully interacting with the presenter by asking questions.</p> <p>Review the following <b>tips and role-play</b> with each other in class. (Consider videotaping some of the interactions so they can assess areas they may want to improve.) Another option is to have the students practice professional introductions with school staff members and get five signatures.</p> <ul style="list-style-type: none"> <li>• State the person's name and your name. Greet the person you are meeting by saying their name clearly and make sure to include your name clearly and not too fast.</li> <li>• Make eye contact. Looking the person in the eye establishes trust.</li> <li>• Offer a firm handshake. Shake firmly, but do not squeeze. A handshake establishes confidence.</li> <li>• Remember posture, body language and facial expressions. Pay attention to how you stand and remember to smile.</li> </ul>
<b>Thank you Card or Email</b>	<p>Students and Specialists send <b>thank you cards or an email</b>.</p> <p><b>Tips on writing thank you communication:</b></p> <ul style="list-style-type: none"> <li>• The card should be 1-2 paragraphs in length.</li> <li>• First paragraph: 1-2 sentences offering your thanks for _____ (i.e. virtually coming to our classroom and coaching us on how to present our best selves in a professional manner).</li> <li>• Second paragraph: 3-4 sentences telling what you enjoyed about the topic, what you learned, and thanking them again.</li> </ul>
<b>Career Association Grant Funds</b>	<p>Feel free to apply for a Career Association Grant at anytime by filling out the Grant Proposal form, which can be accessed <a href="http://www.bit.ly/GrantProposal">www.bit.ly/GrantProposal</a>. Details and requirements are provided at that link.</p>



## AT&T AMA *Nepri*s Event Report ~ Fall 2016

Use this link to complete online [www.bit.ly/ATTReport](http://www.bit.ly/ATTReport) or electronically fill out this form in Word and email to [drjuliebray@gmail.com](mailto:drjuliebray@gmail.com)

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JAG School Name and Address:

Specialist Name, Email and Phone Number:

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Date of Nepri Event:

Number of Students:

Topic Requested:

AT&T Presenter Yes or No:

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*The Specialist debriefs with the students the virtual event experience using the questions below as a guide. Please collect this information from the students.*

1. What was learned? (Please provide a description of **key take aways and lessons** learned from the event.)
2. What **behaviors will they modify/change** as a result of the experience and new information?
3. What did they **enjoy the most** about the event?
4. What did they **enjoy the least** about the event?
5. What **recommendations** do they have to improve the virtual experience?